



Village of Sleepy Hollow
2021 Park Permit
Kingsland Park Gazebo

Person Requesting Permit:

Organization (if applicable):

Type of party/event:

Contact information for person requesting permit:

Address:

Phone number:

email:

Day and Date of Event:

Start and End Times:

Number of Participants: (not to exceed 100 persons)

Permit Fee: SH Resident \$300 payable by cash, money order or check Non-Resident \$400

Deposit: \$500 – money order or check ****NO REFUNDS****

Parking Rates: Sleepy Hollow residents and Westchester County Park Pass holders: \$5.00 per car

All other guests: \$10.00 Buses: \$100 Porto-Potty charges \$300(if you have a big event)

No unauthorized oversized vehicles/buses permitted in park

Application Procedures:

- Please complete all the information requested above.
- Person requesting the permit must submit a copy of a valid photo ID eg: drivers license.
Person requesting permit must be a resident of Westchester County.
- Include 2 payments, for permit and deposit, made payable to **The Village of Sleepy Hollow** and mail completed application with checks and a copy of a photo ID to the above address.
- **If any of the above items are not received with the application the request will be denied.**

Terms and Conditions:

- The permit holder will be held responsible for any damages to park property incurred during the event.
- The following regulations and ordinances must be observed:
 - No amplified music allowed in the parks
 - All Village/County parks close at dusk
 - Events are limited to the number of people indicated above
 - Permit holder is responsible for ensuring the area is left in a reasonable, debris free condition with trash deposited in the proper receptacles.
- Failure to abide by any of the above terms and conditions will result in the deposit being forfeited and/or the termination of the event by the Sleepy Hollow Police Department.

I _____ agree to terms and Conditions as indicated above.

Signature

Date

Date Received:	
Fee Received:	
Deposit Received:	
ID Received:	
Approval Signature:	

Copy of approved permit sent to applicant